

## UTILITIES COMMISSION

April 8, 2008

7:30 p.m.

The Stafford County Utilities Commission met for its regular meeting on April 8, 2008, in the Board Chambers in the Stafford County Administration Center. Commission members present were Rick Carroll, Lloyd Chittum, Patricia Kurpiel, Wendy Surman, Bill Tignor and Clarence Young. Bob Bos, Susan Fitzgibbon, and Cheryl Giles were present for the Utilities Department.

1. **Public Hearing** – Susan Fitzgibbon presented a background report for the proposed conservation ordinance. Susan provided information on why the ordinance was necessary, the impact it would have on customer's bill and the projected impact on water consumption and revenue. Susan explained the monthly service charge would increase for only residential customers who used more than 20,000 gallons per month. She also explained that irrigation meters are currently charged residential rates, but staff recommends revising the proposed ordinance to bill irrigation meters at the bulk rate, which currently is \$9.90.

Following the presentation, Vice-Chair Patricia Kurpiel opened the public hearing for statements from the public. There being no speakers, the Vice-Chair closed the public hearing.

After some discussion by commission members regarding the irrigation meter charges, Lloyd Chittum made a motion to recommend the proposed conservation ordinance to the Board of Supervisors and to include the revision for irrigation meters to be charged the bulk rate. The motion was seconded by Bill Tignor and passed with a 6-0 vote.

2. **Public Presentations** – There were no public presentations.

3. **Approval of Minutes** - Minutes for the March 11, 2008 meeting were approved as written by a 5-1 vote. Wendy Surman abstained because she requested additional time to review the minutes.

4. **Borrowed Utilities Fund Update** – Susan Fitzgibbon distributed a copy of a memorandum that provided the amount of funds loaned from the Utilities Fund as requested by the Commission. Susan reported the Resolution numbers, the dollar amounts and the reason for the loans of the borrowed funds.

Wendy Surman inquired if the transfer of funds were endorsed by the Commission. Bob Bos responded that only one out of the three transfers was discussed and endorsed by the Commission.

Patricia Kurpiel inquired if there were sections of the County Code that addressed the legality of disbursement of enterprise funds or if research regarding the matter could be completed. Bob Bos responded the issue has been discussed in the past and there is nothing legally that can be done to prevent the transfer of the funds. However, in the future when bonds are transferred, it needs to be incorporated into the bond covenants to prohibit any transfer of the Utilities funds.

Patricia Kurpiel stated that the recently transferred funds for the Redevelopment Study should also be included in the memorandum.

Bill Tignor made a motion that the memorandum report be provided to the Board of Supervisors to update them on the status of the funds. The motion was seconded by Lloyd Chittum and passed unanimously.

**5. Director of Utilities Report** – Bob Bos reported water payments are currently mailed to the Merrifield, VA post office. Due to some administrative problems with the Merrifield post office, payments will be mailed to the Baltimore, MD post office for better service. Bob also reported that due to the lack of business items to discuss for next month, the meeting would possibly be cancelled.

**6. Commission Members Comments** – Rick Carroll requested a letter be mailed notifying the commission of the status of the reservoirs. Bob Bos responded he would send an e-mail notifying members when the reservoir levels begin to drop.

Wendy Surman commented after perusing the March minutes, she noticed members were awaiting her response regarding meetings starting at 7:00PM. Wendy stated that 7:00p.m. would work for her. After Wendy Surman's response, members agreed the time for meetings to begin would be 7:00PM instead of 7:30PM.

Bill Tignor commented about Bob's retirement and expressed his gratitude for Bob's leadership in the Utilities Dept.

There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

William C. Tignor  
Recording Secretary